



SAN DIEGO COMMUNITY COLLEGE DISTRICT

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San Diego, California 92108-3883
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CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION

Student Services

APPROVED

**Student Services Council
November 6, 2014
9:00 – 11:00 a.m.
District Office, Room 300
Minutes**

Rick Cassar
Ailene Crakes
Brian Ellison
Stephen Flores
Howard Irvin
Cathi Lopez
David Navarro
Lynn Neault
Denise Whisenhunt

Miramar Academic Senate
Mesa Academic Senate
Continuing Education
Continuing Education Academic Senate
Miramar College
City Academic Senate
Miramar Academic Senate
Student Services
City College

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- 1.0 Approval of Minutes
- October 16, 2014
 - Approved

2.0 Student Success Planning

- The Council reviewed the Title 5 compliance plan for students who will lose their enrollment priority when they exceed 100 units (excluding basic skills courses), and/or when they are not in good academic standing for two consecutive semesters.
- It was explained that students were provided a two-semester grace period due to the transition to the new requirements. Spring 2015 will be the first implementation of the requirements. Approximately, there are 1,200 students who will lose their priority due to academic standing, and about 1,900 students have exceeded 100 units and will lose their priority. Among these students are DSPS, veterans, EOPS and CalWORKs students. The regulations have an exclusion for Foster Youth.
- The Council was reminded that DSPS students may request an enrollment priority based upon the need for an academic accommodation.

- It was stressed that students have previously received several warning notices.
- The Council discussed the implementation of restricting enrollment for students with an abbreviated education plan, who do not have a comprehensive education plan by the end of the third semester which is also a Title 5 requirement. The timeline will be reviewed at the Counselor Workshop. Following is an example:
 - **Fall 2014** – Student receives an abbreviated Ed-Plan or does not receive an Ed-Plan.
 - **Spring 2015** – Mid-Semester e-mail notifying students to come in and get a Comprehensive Ed-Plan or a Hold will be placed on their record.
 - **Fall 2015**– Mid-Semester e-mail notifying students that still have an abbreviated Ed-Plan or no Ed-Plan.
 - **Spring 2016** – At the end of the semester, if the student does not have a Comprehensive Ed-Plan a Registration Hold will be placed on their record.

3.0 Draft Student Services Policies and Procedures

- The Council was provided draft revisions to Board Policy 3000, Board Policy 3100, and the following procedures: AP 3000.2, AP 3100.1, and AP 3100.2.
- Lynn Neault explained the origin of the required changes as follows: Office of Civil Rights (OCR) requirements, Violence Against Women Act (VAWA), and an Education Code change.
- The draft policies will be presented for first reading to the Board of Trustees at the November 6th, meeting.

4.0 Participatory Governance Survey

- The Council was provided a brief summary of the expectation to assess the district's governance process and make improvements as appropriate, as part of accreditation.
- The Council was provided a draft of the survey instrument along with the planned timeline and distribution methodology.

5.0 Board of Governors (BOG) Fee Waivers – New Policy

- The Council was advised that one of the requirements for districts to be considered for a Baccalaureate Degree Pilot program is that they must have a written district policy requiring students who seek a Board of Governors (BOG) Fee Waiver to file a Free Application for Federal Student Aid (FAFSA) or California Dream Act application.
- The Council reviewed draft policy language. Lynn Neault also reported that she is working with the financial aid officers to accommodate students who came in at the last minute needing financial aid to pay their enrollment fees. She will report back at a future meeting.

6.0 Fall Counselor Workshop (November 7, 2014)

- The Council reviewed and discussed the agenda for the fall counselor workshop.

7.0 Proposed Math Retake Pilot

- The Council reviewed the draft plan for piloting a new math retake policy. The plan was agreed to by the math chairs and will be discussed with the dean and Vice Presidents for logistical consideration including class scheduling. Ailene Crakes reported that she was pleased with the outcome.

8.0 Attendance Accounting Relative to Veterans (Gerald Ramsey)

- Deferred

9.0 I-20s Processed at Multiple Campuses (Gerald Ramsey)

- Deferred

10.0 Other

- David Navarro provided an update on the PeopleSoft Campus Solutions Implementation. He reported that there are many Campus Solutions module enhanced features, as well as gaps. The team has begun to identify gaps which will proceed through December. He will keep the Council apprised.